

Public Elections (1954) Department

MS SERIES.

G.O. No. 3252

Dated 27-12-48

[Despatch Abstract.]

BICYCLES : HIND AND HINDUSTAN CYCLES : SUPPLIED TO VARIOUS
GOVERNMENT OFFICES : ADJUSTMENT OF COST : PAPERS RECORDED.

GOVERNMENT OF MADRAS
Public (Elections) Department.

U.O. Note No. 2534/46-56 dated the 2nd December 1946.

Sub: BICYCLES - "Hind" and "Hindustan"- Supplied to Government offices
Adjustment of cost.

Ref: U.O. Note No. 194/45.2 Public (Political) dated 10th July 1945,

In the U.O. note cited, the Departments of the Secretariat were informed that the officers to whom "Hind" or "Hindustan" cycles were supplied by the General Superintendent, Public Works Workshops in accordance with Memorandum No. 194/45-36 Public (Political) dated 12th March 1946 should be asked to credit the cost of the bicycles when finally determined to "25.j. General Administration - K. Charges common to all Civil Secretariats - 2. Other Charges - Other Charges" as the charges in connection with the purchase and distribution of the bicycle were to be initially debited to this head only as temporary measure. Owing to various reasons the actual cost of the bicycle has not yet been fixed. As the accounts of the years 1945-46, 1946-47, and 1947-48 have all been closed, any recovery of the cost of the bicycles will have to be credited to "XLVI, Miscellaneous" and not to "25. General Administration." In view of this and the lapse of time since the purchase of these bicycles it has now been decided that there is no need to debit the concerned service heads with the cost of cycles supplied and to afford credit to "XLVI. Miscellaneous." The Departments of the Secretariat are requested to advise the Heads of Departments concerned accordingly.

S. VENKATESWARAN
Additional Secretary to Government

To the Departments of the Secretariat, excluding Legal, Firka Development and Finance Departments.

Copy to the General Superintendent, Public Works Workshops.

Copy of Public (Political) U.O. Note No. 194/45.2. dated 10th July 1945

Sub: BICYCLES - Supply of.

Ref: U.O. Note No. 13756/M/45-1 Dev. dated 1st March 1945
" 6363G-45.2.E.&P.H. dated 1st March 1945
" 479/C/45-3 Rev. dated 2nd March 1945
" 643-G/45.2. P.W.D. dated 2nd March 1945
" 4870-G-45.3 Home dated 5th March 1945
" 4015/1-CS L.A. dated 6th March 1945.

Development/E.&P.H./Revenue/Public Works Department/Home Local Administration are informed that the Chief Controller of Purchase (Supply) has arranged with the Hindustan Bicycle Manufacturing and Industrial Corporation Ltd., Phulwarisharif (Patna) for the supply of 50 bicycles as a first instalment. It is proposed to allot 10/10/10/5, 11/2 cycles to them.

Each cycle will be packed in a box unassembled, and the approximate cost will be Rs. 120. An indent for the cycles has already been sent and the cycles are expected to arrive in about a month's time. The cost of the cycles will in the first instance be met from the allotment under "25.j. General Administration- K. Charges common to all Civil Secretariats - 2. Other Charges - Other charges". The Office to whom the cycles will be distributed should be instructed to credit the cost of the cycles to the above head.

Information regarding the actual date of arrival of the cycles will be sent in due course when arrangements should be made to take delivery of them.

**BICYCLES - Government requirements reassembling and
distribution**

The Superintendent, Public Works Workshop, Madras, is informed that as the bicycles are required very urgently they should be re-assembled and distributed as quickly as possible to the officers or offices concerned direct. A revised distribution list is enclosed. The surplus of seven bicycles should be retained in the Public Works Department Workshop until further orders.

Public Department.

In the matter of bicycles required for the use of various Government Offices a consolidated indent was placed in 1945 on the Chief Controller of Purchase (Supply) for 365 bicycles (315 cycles HIND and 50 HISUTAN") As these cycles were received unassembled from the firms the General Superintendent, Public Works Workshops was asked to have them re-assembled and distributed to the various offices- 358 cycles to the offices mentioned in list at p.165 c.f. 4 cycles to the Special Officer for Training Clerks and V.Os see -p.195 c.f. and 3 cycles to the City Rationing Officer, Madras - see p.201 c.f.

of the cycles including reassembling charges

It was decided that the cost and other incidental expenditure on the transport of the cycles to their destination should initially be debited to "25.j.General Administration - K.Charges common to all Civil Secretariats - 2. Other Charges - Other charges" and that when the actual cost is known it should be recovered from the individual Government offices according to the number of cycles supplied to each of them by debiting the cost to the contingencies of the office concerned and affording credit for a corresponding amount to "charges common."

The expenditure so far incurred on the purchase and distribution of the cycles is given below:-

mentioned therein. ~~Will~~ were asked to instruct the officers to whom the cycles were supplied to credit the cost of the cycles to the head "25: General Administration Charges Common to all Civil Secretariats. Public may verify, if necessary, whether the credit has been afforded to the above head as instructed in the above u.o. note. So far as 1945-46 is concerned, no such adjustment was made and the excess expenditure of Rs. 38,682 was commented upon by the Accountant-General as due to purchase of the purchase of cycles in question. In respect of 1946-47 the amount is small (Rs. 221/8/-) and in 1947-48 the amount is Rs. 6,697/-. In view of 'A' above, there seems to be no need to debit the concerned service heads with the cost of cycles supplied and to afford corresponding credit to "XLVI Miscellaneous

Government of Madras

PUBLIC (ELECTIONS) DEPARTMENT.

Endorsement No. 3510/46-4, 6th January 1947

Bicycles—'Hind' and 'Hindustan'—Requirements during the period 26th September 1946 to 15th March 1947—Supply—Contract with Messrs. Hindustan Bicycle Manufacturing and Industrial Corporation, Limited, Phulwarisharif (Patna) and Messrs. Hind Cycles, Limited, Bombay.

READ—the following paper :—

Letter from the Deputy Director-General (Supplies), Directorate General of Industries and Supplies, New Delhi, dated 27th September 1946, No. SM-2 RC. 1098.

Requirements of bicycles during the period 26th September 1946 to 15th March 1947.

I have the honour to state that to meet the requirements of bicycles during the ensuing six months this office has arranged parallel Rate Contracts (copies enclosed) with Messrs. Hindustan Bicycle Manufacturing and Industrial Corporation, Limited, Phulwarisharif (Patna) and Messrs. Hind Cycles, Limited, Bombay, to *Hindustan* and *Hind* cycles respectively. They have agreed to supply the cycles at the following rates :—

1. Rs. 110 for all over black enamelled bicycle f.o.r. Bombay/Phulwarisharif.
2. Rs. 115 for black cycles with nickel plated fittings f.o.r. Bombay/Phulwarisharif.
3. Rs. 117 for black cycles with chromium plated fittings f.o.r. Bombay.
4. Rs. 119 for red enamelled cycles chromium plated f.o.r. Bombay.

5. Rs. 117 for red enamelled cycles with nickel plated fittings f.o.r. Phulwarisharif.

The bicycles will be of an approved standard set by the Deputy Director-General (Inspection), Department of Industries and Supplies, New Delhi.

A special feature of the contract is that the manufacturers have agreed to replace free the components which fail due to faulty manufacture or construction during the period of one year from the date of supply.

All the Government departments have been authorized to place orders direct with the manufacturers.

Quasi-public bodies who wish to take advantage of this contract should send their indents on form W.S.B. 67 in triplicate (with advance deposit where necessary).

ENCLOSURE.

GOVERNMENT OF INDIA.

DEPARTMENT OF INDUSTRIES AND SUPPLIES.

DIRECTORATE-GENERAL OF INDUSTRIES AND SUPPLIES.

SECTION I. (A).

Schedule to RATE CONTRACT No. SM-2/RC-1098/185, dated 26th September 1946, placed with Messrs. Hindustan Bicycle Manufacturing and Industrial Corporation, Limited, Phulwarisharif (Patna).

(Telegraphic Address :—BIKE PHULWARISHARIF).

Item No.	Description of stores.	Unit.	Rate per unit f.o.r. Phulwarisharif.
1	Bicycle <i>Hindustan</i> Gents. 24", enamelled black with nickel plated fittings, saddle, Dunlop Roadster tyres and tubes.	Each	Rs. 115 (Rupees one hundred and fifteen only).
2	Bicycle <i>Hindustan</i> Gents. 24", enamelled black all over with saddle, Dunlop Roadster tyres and tubes.	Each	Rs. 110 (Rupees one hundred and ten only).
3	Bicycle <i>Hindustan</i> Gents. 24", enamelled red with nickel plated fittings, saddle, Dunlop Roadster tyres and tubes, with words P. & T. D. painted in white on the rear mudguard.	Each	Rs. 117 (Rupees one hundred and seventeen only).

SECTION I. (B).

Schedule to RATE CONTRACT No. SM-2/RC-1098/186, dated 26th September 1946, placed with Messrs. Hind Cycles, Limited, Imperial Bank Buildings, Bank Street, Fort Bombay 1.

(Telegraphic Address :—CYCEHIND, BOMBAY.)

Item No.	Description of stores.	Unit.	Rate per unit f.o.r. Bombay.
1	Bicycle <i>Hind</i> Gents. 24", enamelled black with chromium plated fittings, saddle, Dunlop Roadster tyres and tubes.	Each	Rs. 117 (Rupees one hundred and seventeen only).
2	Bicycle <i>Hind</i> Gents. 24", enamelled black all over with saddle, Dunlop Roadster tyres and tubes.	Each	Rs. 110 (Rupees one hundred and ten only).
3	Bicycle <i>Hind</i> Gents. 24", enamelled red with chromium plated fittings, saddle, Dunlop Roadster tyres and tubes, with words P. & T. D. painted in white on the rear mudguard.	Each	Rs. 119 (Rupees one hundred and nineteen only).

N.B.—1. *Guarantee of Replacement.*—The components of *Hindustan* and *Hind* cycles which fail during the period of one year from the date of receipt of bicycles by the consignee(s) due to faulty manufacture or construction will be replaced by the contractors free of cost. The broken parts against which replacement is required will be sent by the consignee to the contractors freight paid. The components will be replaced by the contractors freight paid within a week of the receipt of the broken parts. The decision of the Inspectorate (if a contingency arises) as to whether a certain part has failed due to an accident or faulty construction shall be final.

2. This rate contract is arranged to meet the requirements of Civil Indentors only.

SECTION I

1. *Period of contract.*—26th September 1946 to 15th March 1947.

2. *Stocks.*—No guarantee can be given about the number of bicycles which the contractors will be required to supply against this contract. It is, however, for their information that about 4,400 Hind and Hindustan cycles were purchased during the period 15th March 1945 to 14th March 1946.

The contractors are, however, required to maintain a regular stock of 50 (fifty) cycles duly inspected in advance for delivery against urgent supply orders. An appropriate quantity out of these should be in Red Enamelled for the Posts and Telegraphs Departments. The cycles supplied out of the inspected stock will have to be replaced by an equal number of cycles after inspection within a week. The contractors are also required to maintain a stock at least of 12 cycles at Delhi/New Delhi in the similar manner for supply to local consignees.

3. *Delivery.*—The contractors will arrange despatch (or deliver locally when required) cycles up to 25 (from Bombay/Patna stock) and 6 cycles (from Delhi/New Delhi stock) within 2 days of receipt of a supply order. A week's notice will be given by the purchaser in the supply orders for requirements exceeding above numbers. Bicycles exceeding 50 but up to 200 against a single supply order will be supplied by the contractors within a month of receipt of supply order.

If the cycles required by other than local consignees cannot be put on rails within the specified delivery period due to booking restrictions (which if expected to remain in force for a period more than a fortnight) the matter should be brought to the notice of the consignee (under advice to this office if the supply order is issued from this office).

4. *Sealed sample.*—The cycles should be supplied in accordance with the sealed samples (S. R. Register Nos. 30963 and 31008) approved by the CONTROLLER-GENERAL OF INSPECTION (CIVIL WING), NEW DELHI, excepting that the finish (colour and plating) will be as per purchaser's order.

5. *Inspection—Inspecting authority.*—Deputy Director-General of Inspection, Department of Industries and Supplies, NEW DELHI.

Inspecting officer: AT BOMBAY.—Controller of Inspection, Department of Industries and Supplies (Inspection Branch), Grahm Road, Bombay.

AT PATNA.

Assistant Inspecting Officer, Department of Industries and Supplies, Inspection Branch, Mehdi Imam Buildings, Frazer Road, Patna.

AT DELHI/NEW DELHI.

Assistant Inspecting Officer, Office of Deputy Director-General of Inspection, New Delhi.

6. *Payment of bills.*—Ninety per cent of the price of each consignment will be paid on proof of despatch of stores to the consignee after inspection. A copy of Railway Receipt/Bill of Lading under which the goods charged for in the bill are despatched should be sent along with the bill. If a copy cannot be sent the number and the date of the Railway Receipt/Bill of Lading should be quoted on the bill and a certificate that the receipt has been sent to the consignee should be furnished. Ten per cent will be paid on receipt of the consignments in good condition by the consignee in which case the consignee's receipt should be submitted with the contractors' bill.

The bills should be submitted on the prescribed bill forms. The contractors are not authorized to receive payment direct from the indenter or consignee.

7. *Despatch of stores.*—Cycles should be booked by PASSENGER TRAIN or GOODS TRAIN at Railway Risk or Owner's Risk as instructed by the purchaser. Normally despatches should be made freight to pay but in cases in which the pre-payment of freight is essential as Carrying Administration would not accept the consignment "freight to pay," the freight paid should be claimed as a separate item in the bill and the Railway cash receipt for same should be attached to the original copy of the bill.

Stores should be booked at Railway Material Rate of freight when the contractors are specifically asked to adopt this mode of despatch in an individual supply order.

The contractors are authorized to send cycles by sea route also, provided there is no alternative, and it is economical.

8. *Period up to which orders will be placed.*—Orders against the contract may be placed so long as they reach the contractors on or before the last date of the currency of the contract. Orders received during the closing days should be complied with in due course in accordance with the terms of the contract even though in some cases supplies cannot be arranged within the last date of the contract, and provided sufficient notice within the meaning of paragraph 3 has been given before the expiry of the contract for delivery to be

effected within the period of contract. It is not permissible, however, to place orders specifically mentioning a date of delivery later than the date of the expiry of the contract. Any order received after the last date or specifying a later date of delivery should not be complied with but should be returned to the Indenting officer with the remark that it cannot be complied with owing to the contract having expired.

9. *Communications relating to the contract.*—On all letters, invoices, bills, etc., pertaining to this contract the number and date of the contract, the number and date of the supply order if any, and the name of the Indenting Officer should be invariably quoted.

10. *Packing.*—The consignments of cycles for 5 or less will be sent suitably wrapped in double gunny packing. Each cycle will be assembled and packed separately. Consignments of cycles exceeding the above number should be suitably packed in boxes of good quality to withstand handlings in transit in goods train. Boxes should be bound with hoop wire or ordinary wire. Unassembled cycles should be packed tightly with straw packing or internal wedging so that no movement is possible. Straw must not be used if the components are liable to damage by corrosion. Contractors are responsible for any damage or loss due to defective packing.

11. *Packing note.*—Each package should contain a detailed and authoritative packing note signed by the person responsible for packing.

12. *Marking of stores.*—The following information will be invariably marked outside all packages:—

- (i) Consignee's name.
- (ii) "BICYCLES."
- (iii) Number of bicycles.
- (iv) Gross weight both in maunds and cwt.

13. *Identification cards.*—Identification cards bearing the supplier's name, consignee's name and indent number should be affixed to the inside of the lid of the package or case or placed on top of the stores contained therein.

14. *Railway receipt.*—Forwarding of: Railway receipt could be forwarded by the contractors to the consignee by REGISTERED POST immediately after despatch of stores. Should any demurrage charges be incurred owing to the delay in sending the railway receipt, the amount of such charges shall be deducted from the contractors' bills.

15. This office reserves the right (i) of submitting to competition any demand the value of which is estimated to exceed Rs. 5,000, (ii) of obtaining from any source stores referred to in the schedule to meet an emergency if the Secretary, Department of Industries and Supplies (whose decision shall be final) is satisfied that the contractors are not in a position to supply specific number of cycles within the period in which supplies are required.

16. *Territorial division.*—The bicycles required for the consignees located in the provinces of (1) N.-W. F. P., (2) BALUCHISTAN, (3) SIND, (4) BOMBAY, (5) C. P. AND BERAR, (6) MADRAS, (7) AJMER-MERWARA will normally be purchased from MESSRS. HIND CYCLES, LTD., BOMBAY, similarly the cycles required for use in (1) ASSAM, (2) BENGAL, (3) ORISSA, (4) BIHAR, (5) UNITED PROVINCES OF AGRA AND OUDH will be purchased from MESSRS. HINDUSTAN BICYCLE MANUFACTURING AND INDUSTRIAL CORPORATION, LIMITED, PHULWARISHAHRI (Patna) subject to above conditions.

The requirements arising in the PUNJAB and DELHI Provinces can be purchased from any of the two firms.

17. *Conditions of contract.*—The contract will be governed by the conditions of contract contained in form W.S.B. 136-A and the book examination clause (included in the pamphlet entitled "Department of Supply—Conditions of Contract" March 1942 edition as amended from time to time).

18. *Submission of monthly statements of supplies made.*—A monthly statement of all supply orders received and supplies made must be prepared in duplicate as per pro forma attached and submitted by the contractors to this office regularly by the 10th of the month following that to which it relates. If there are no transactions to report during a month, i.e., when no orders are received and also no supplies are made during any month, nil report in duplicate should be sent by the due date.

19. *Strikes and accidents.*—Notwithstanding the provisions of clause 11 of the Conditions of Contract (W.S.B. 136) the contractors shall not be liable for any delay, short delivery or failure to supply, which may be caused by reasons or on account of or be contingent upon the act of God or the King's enemies, plague, famine, pestilence or epidemic, sickness, earthquake, fires, storms or floods, restraints of Rulers, Princes or people, war, mutiny, riot or disturbances, strikes or lockout of workmen, shortage or stoppage of labour, breakdown of or accident to machinery or plant from whatever cause arising, railway restrictions or the failure on the

part of Railways to supply wagons, or any other circumstances of any kind whatsoever beyond the control of the contractors. Provided, that in the event of such delay, short delivery or failure to supply, the buyer shall have the option either to extend the period for supply or to cancel the contract in respect of the quantity undelivered, such option to be declared in writing within seven days of receipt of notice from the contractors.

SECTION III.

Officers authorized to place orders direct.—The undermentioned Government Departments have been authorized to draw their requirements direct against this contract, orders being signed by officers not below the rank of those mentioned in each case:—

(1) *State Railways worked by State or Companies.*—Divisional Engineer; Controller of Stores; Deputy Controller of Stores; District Controller of Stores; Assistant Controller of Stores; Superintendent of Stores; District Engineer; Divisional Superintendent; Chief Mining Engineer to the Railway Board; the Colliery Superintendent, Giridih Colliery; the Superintendent of Collieries, Kargali Collieries.

(2) *Other Railways.*—General Manager, the Nizam's State Railway, Secunderabad; Controller of Stores, Jodhpur Railway, Jodhpur; Assistant Controller of Stores, Jodhpur Railway, Jodhpur; the General Manager, Oudh and Tirhut Railway, Gorakhpur; the Store-keeper, Oudh and Tirhut Railway (R. & K. Zone), Izatnagar; Superintendent of Stores, the Nizam's State Railway, Secunderabad.

(3) *Public Works.*—All Chief Engineers, Central Public Works Department; all Superintending Engineers; Executive Engineer; Electrical Engineer; Electrical Engineer, New Delhi, Municipal Committee; Resident Engineer; Subdivisional Officer's of independent subdivisions; Subdivisional Officers, Bridges Subdivision, Peshawar; Station Engineer, Power House, Ambernath; Subdivisional Officer, Electrical Subdivision, Kanke; Electrical Upper Subordinate, Cuttack; Electrical Overseer, Lehrisara; Subdivisional Officer, Electrical Works Subdivision, Pusa; Engineer-in-Charge, Pykara System, Coimbatore; General Superintendent, Public Works Workshops and Stores, Madras; Superintendent, Public Works Department, Lushai Hills, Aja; Superintendent, Horticultural Operations, New Delhi; District Engineer, Augul; Assistant Engineer-in-charge, Saugor Subdivision; the Irrigation Officer in Baluchistan, Quetta; the Secretary, Public Works Department, in Baluchistan, Quetta; the Engineer, Temporary Earthquake Division, Quetta; Subdivisional Officer, Zhob and Loralai Subdivision, Fort Sandeman; Subdivisional Officer, United Provinces, Central Public Works Division, Allahabad; Subdivisional Officer, Bihar, Central Public Works Division, Patna; Subdivisional Officer, Madras, Central Public Works Division, Madras; Subdivisional Officer, Sind, Central Public Works Division, Karachi; General Manager, Delhi Central Electric Power Authority, Delhi; Superintendent, Aviation Works; Special Roads Engineer, Sind Public Works Department, Karachi; Superintendent, Public Works Department, Central Workshops, Amritsar.

(4) *Public Health.*—Executive Engineer; Resident Engineer; Assistant Engineer; the Consulting Public Health Engineer to the Government of Bombay, Poona.

(5) *Posts and Telegraphs.*—Chief Controller of Telegraph Stores, Alipore, Calcutta; Officer-in-charge, Telegraph Stores Depot; Divisional Engineer, Telegraphs; Postmaster-General; Director; Superintendent, Post Offices and R.M.S. Divisions and first-class Postmasters in the Punjab and North-West Frontier Circles and in the Madras Circle; Presidency Postmaster; Superintendent of Foreign Posts, Bombay; Accounts Officer, Telephone Revenue Accounting Office, Delhi; Assistant Engineer, Telephones.

(6) *Civil Aviation.*—Assistant Aerodrome Officer; Director.

(7) *Omission.*

(8) *Ports and Pilotage.*—Principal Port Officer; the Commissioner for the Port of Calcutta.

(9) *Mercantile Marine.*—Principal Officer; Principal Engineer and Ship Surveyor; Captain Superintendent, I.M.M.T.S., "Dufferin"; Nautical Surveyor, Chittagong; Administrative Officer and Harbour Engineer-in-Chief, Ernakulam; Administrative Officer, Cochin Harbour Base; Executive Engineer, Cochin Harbour Division, Cochin; Port Engineer.

(10) *His Majesty's Mint.*—Mint Master.

(11) *Northern India Salt Revenue.*—General Manager; Administrative Officer.

(12) *Printing and Stationery.*—Deputy Controller; Manager; Superintendent.

(13) *Security Printing.*—Master, Security Printing, India, Nasik.

(14) *Meteorological.*—Director-General of Observatories.

(15) *Archaeological.*—Superintendent; Excavation Assistant, Taxila; Archaeological Chemist in India, Dehra Dun; Government Epigraphist for India, Octacamund; Assistant Archaeological Superintendent for Epigraphy, Southern Circle, Madras.

(16) *Survey.*—Director; Assistant Surveyor-General; Officer-in-charge of Independent Parties; Superintendent, Mathematical Instruments Office, Calcutta; Officer-in-charge, Photo Litho Office, Calcutta.

(17) *Customs.*—Collector of Customs; Superintendent, Preventive Service, Calcutta.

(18) *All-India Radio.*—Station Director; Installation Engineer.

(19) *Political.*—Political Agent; Assistant Secretary to the Resident.

(20) *General Administration.*—Deputy Commissioner; Collector; Government Solicitor; Treasury Officer.

(21) *Jail.*—Superintendent.

(22) *Forest.*—Divisional Forest Officer; Forest Engineer; Forest Economist, Dehra Dun; President, Forest Research Institute and College, Dehra Dun; Inspector-General of Forests; Forest Research Officer.

(23) *Agricultural.*—Superintendent, Dairy or Cattle Farms; Assistant Director of Agriculture; Agriculture Engineer; Government Sugarcane Expert, Coimbatore; Agricultural Marketing Adviser to the Government of India, Delhi; Director, Imperial Institute of Sugar Technology, Cawnpore; Imperial Dairy Expert, Bangalore; Officer-in-charge, Animal Nutrition Section, Imperial Veterinary Research Institute, Izatnagar.

(24) *Fisheries.*—Assistant Director.

(25) *Industries.*—Director; Superintendent; Chief Inspector of Factories; Chief Inspector of Mines; Chief Inspector of Explosives; Superintendent, Kerala Soap Institute, Calicut.

(26) *Viceregal and Government's staff.*—Private Secretary; Military Secretary; Executive Engineer of Estate.

(27) *Government Institutions such as Engineering Colleges, Reformatory and Technical Schools and Research Institute of Veterinary, Agriculture, etc.*—Principal; Superintendent; Deputy Director; Officer-in-charge; Inspector of Industrial School, C.P.; Headmaster of Government Schools of Handicrafts, Nagpur.

(28) *Police.*—Superintendent of Police.

(29) *Medical.*—Civil Surgeon; Superintendent of Hospitals; Officers of equivalent rank, such as Secretary, J. J. Group of Hospitals in Bombay.

(30) *Excise.*—Chief Superintendent; Assistant Commissioner; Opium Agent and Manager, Government Opium Factory, Ghazipur; Assistant Manager, Government Opium Factory, Ghazipur.

(31) *Currency.*—Currency Officer.

(32) *Education.*—Inspector or Inspectress of Schools; Secretary, Indian Central Cotton Committee, Bombay; Keeper of the Records of the Government of India, New Delhi.

(33) *Public Service Commission, New Delhi.*—Secretary.

(34) *Judicial.*—District Judge; Registrars of Federal Court, High Courts, Chief Courts and of the Courts of Judicial Commissioner; Advocate-General.

(35) *Land Records and Surveys.*—Assistant Director.

(36) *Finance (Central Revenue).*—Income-tax Officer.

(37) *Accounts and Audit.*—Assistant Accounts Officer; Assistant Audit Officer.

(38) *Government of India Secretariat, attached and subordinate offices and General Headquarters.*—Assistant Secretary; Assistant Director; Registrar; Administrative Officer; Officer Supervisor; A.F.A., Military Finance.

(39) *Provincial Government Secretariat.*—Assistant Secretary; Registrar.

(40) *Legislative Assembly and Council.*—Secretary.

SECTION IV.

Instructions for the guidance of direct demanding officers and indentors.

1. The list of Government Departments authorized to draw their requirements of bicycles direct against this contract is given in Section III.

2. Detailed despatch instructions and the head of account to which cost is debitable should be given clearly in all supply orders. Copies of the supply orders should be distributed as under:—

(1) One copy to the contractor.

(2) One copy to the CONTROLLER OF SUPPLY ACCOUNTS, ARKAR ROAD, New Delhi.

(3) One copy to the Inspecting Authority Deputy Director-General (Inspection), Department of Industries and Supplies, New Delhi.

ENDORSEMENT No. 3510/40-2, PUBLIC (ELECTIONS), 6TH JANUARY 1941

(4) One copy to the Controller of Inspection, Department of Industries and Supplies (Inspection Branch), P-18, Station Row Extension, Calcutta/Controller of Inspection, Department of Industries and Supplies (Inspection Branch) may

5. No copies of order or correspondence in connexion herewith should be endorsed to this office, unless, of course, some action is called for on the part of this office, when the matter should be reported with full details of the case